



CITY OF MILPITAS
CIVIC SENIOR CENTER

Pre-proposal Meetings
April 13 & 19, 2006

MILPITAS SENIOR CENTER

Agenda

- Introductions
- Presentation
- Preliminary Questions
- Site Tour
- Site Questions

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Purpose – Provide an excellent facility that supports Senior Services, including recreation, nutrition, learning, companionship, counseling, health and well-being.

- Building that is flexible enough to adapt to future programs and uses.
- Building that allows after-hours use by the Community.
- Building that is cost-effective to remodel and operate.
- Expand space to appropriate outdoor opportunities.
- Attractive and suitable addition to the Civic Center.

Senior Ctr. Facilities Subcommittee Senior Advisory Commission City Council











Methodology:

Renovate the library building at the Civic Center as the new Senior Center.

Timing:

Begin Construction as soon as possible after the library is relocated to the new building.

Library & Senior Center Project Design Preliminary Schedule

	2006	2007	2008	
Phases				
Consultant Selection				
Programming Process				
Environmental Clearance				
Design Phase & Construction Documents				
Bidding/Award/Contract Compliance				
Construction Begins				
Library Construction				
Library Move In				

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RFP Process

Issue RFP Senior Center	April 4, 2006
Pre-proposal Meeting 1	April 13, 2006 9 am
Pre-proposal Meeting 2	April 19, 2006 10 am
Proposal #1 Packet Due	May 1, 2006 10:30 am
Proposal #2 Packed Due (fee & sched.)	May 12, 2006 4 pm
Interview with Project Staff (tentative)	May 16 - 18, 2006
Present Quals. to Sr. Ctr. Fac. Subcomm.	June 5, 2006
Council Agreement Approval	June 18 – July, 2006
Complete Design and Constrn. Documents	Spring 2008
Complete Bid Documents & Advertise	Summer 2008

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Programming Process

- Investigate existing conditions
- Conduct site visits
- Develop draft program
 - Activities
 - Space allocation, footprints
- Develop alternatives
- Develop Cost Plan & construction budget
- Public Input
- Finalize program

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Programming

- **Classes and Activities**

- Music Room, Dance Room, Art Room, Other Classrooms
- Game Room - Pool, Ping-pong, Cards, Bingo, Mah Jong, Others
- Conference Room
- Storage to support classes & activities

- **Senior Nutrition Program**

- Catering Kitchen
 - Commercial-grade equipment (County Health Code)
 - Dishwashing facilities
 - Dry Storage Area
 - Utility Closet, Janitor Closet & Mop Sink
- Dining Room – Serves as Multi-purpose/Assembly Room
- Storage to support Dining/Assembly Room

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Programming

Amenities

- Protected Entry
- Reception, Meet & Greet Area
- Front desk
- Restrooms - automated hands-free facilities
- Staff offices/workspace/conference
- Utility, Electric, Telecom, Storage, Refuse/recycling
- Connections to Outdoor Spaces

Accessibility Features

- Automated doors
- Assisted hearing – wireless, high-fidelity PA system
- Easy to read signs, clocks, room names & numbers
- Braille at all signs
- Clean HVAC, non-glare non-shadow lighting

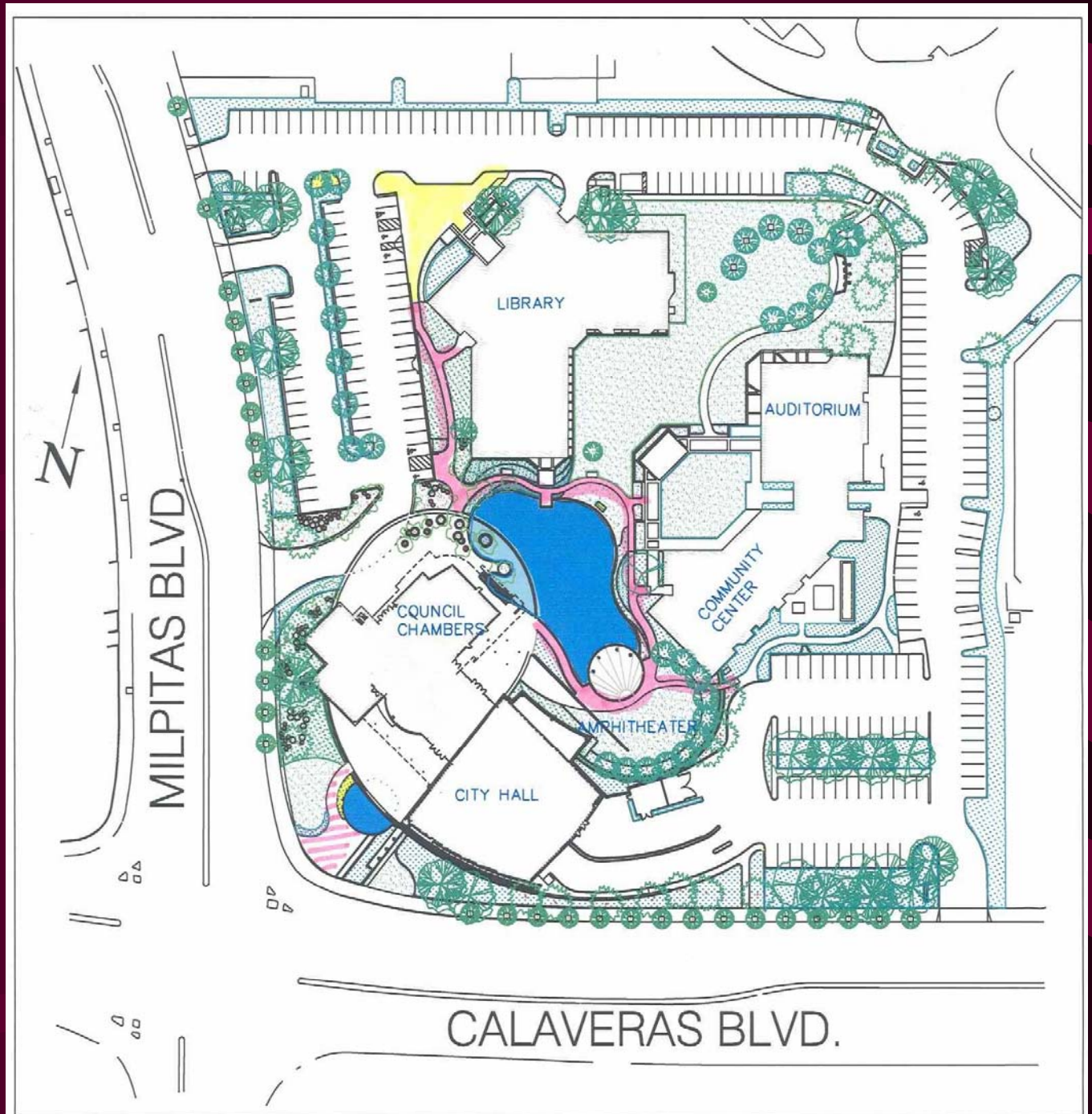
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Programming

Site Work - consider elements such as:

- Covered Entry
- Modifications to entry plaza, parking, traffic circulation – accommodate shuttle service
- Improved connection to outdoor spaces, exist. pathways
- Renovate/relocate trash enclosure
- Coordinate with upcoming Town Center improvements
 - Provide upgraded walkway along north edge, connect N. Milpitas Blvd. to Veterans Memorial vicinity

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Space Allocation – in square feet - rough draft
Comparison of Former, Interim, and New

<u>Use Category</u>	<u>Former</u>	<u>Interim</u>	<u>New</u>
Class*	2,631	3,220	TBD
Dining/Assembly*	2,348	1,800	TBD
Kitchen	613	603	TBD
Restrooms	438	800	TBD
Reception/Circulation*	529	1,100	TBD
Utility & Support	313	130	TBD
Storage (tables, chairs. etc.)	373	370	TBD
Staff	1,368	525	TBD
Conference	0	202	TBD
<u>Total</u>	<u>8,613</u>	<u>8,750</u>	<u>18,500+</u>

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Consultant Services

Complete Design

- Bid package(s) suitable for public competitive bidding
- Do not rely on City for technical information
 - Existing Conditions, Environmental, Structural, Geotechnical
- Complete bid docs.– do not delegate design to Contractor
- FF&E – usable, functional facility

Meet Commitments

- Scope, schedule, budget, quality
- Success-oriented, realistic, fiscally conservative, complete

Communicate, Report

- Progress reports - clear, concise, complete
- Presentations - polished, rehearsed

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City Process

City Council/RDA Board

- Reviews each phase, authorizes bidding

Senior Facilities Subcommittee

- Provides guidance & direction
- Recommends each City Council/RDA Board action

Senior Advisory Commission

- Hears periodic reports
- Advises City Council on Senior Needs/Services

Senior Center Project Team

- Provides periodic input, review & comment

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